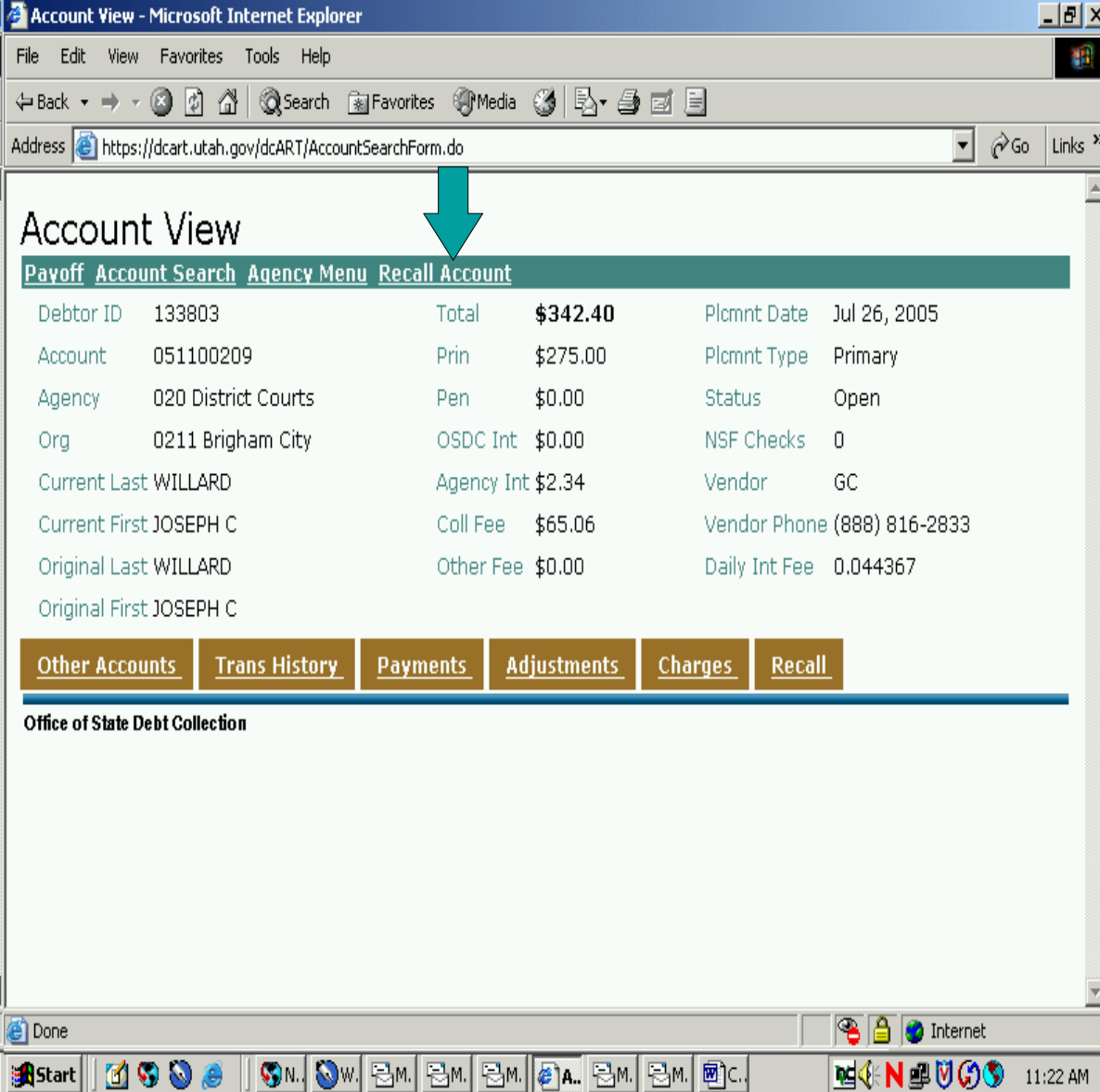


## To Recall a case on the web:

Once the case is found and displayed, click on '*Recall Account*'



The screenshot shows a web browser window titled "Account View - Microsoft Internet Explorer". The address bar displays "https://dcart.utah.gov/dcART/AccountSearchForm.do". The page content includes a navigation bar with links: [Payoff](#), [Account Search](#), [Agency Menu](#), and [Recall Account](#). A green arrow points to the "Recall Account" link. Below the navigation bar, there is a table of account details:

Debtor ID	133803	Total	\$342.40	Plcmnt Date	Jul 26, 2005
Account	051100209	Prin	\$275.00	Plcmnt Type	Primary
Agency	020 District Courts	Pen	\$0.00	Status	Open
Org	0211 Brigham City	OSDC Int	\$0.00	NSF Checks	0
Current Last	WILLARD	Agency Int	\$2.34	Vendor	GC
Current First	JOSEPH C	Coll Fee	\$65.06	Vendor Phone	(888) 816-2833
Original Last	WILLARD	Other Fee	\$0.00	Daily Int Fee	0.044367
Original First	JOSEPH C				

Below the table, there is a row of buttons: [Other Accounts](#), [Trans History](#), [Payments](#), [Adjustments](#), [Charges](#), and [Recall](#). The page footer includes the text "Office of State Debt Collection" and a taskbar at the bottom showing the time as 11:22 AM.

The screen appears requesting a reason, which must be completed prior to selecting the 'recall' button. The court must wait three days to recall the case on CORIS.

(OSDC often sends an email to the user indicated the case has been recalled).

**Create Agency Recall**

[Back to Account View](#)

Account	051100209	Current Last	WILLARD	Status	Open
Agency	020 District Courts	Current First	JOSEPH C	Plcmnt Date	Jul 26, 2005
Org	0211 Brigham City	Orig Last	WILLARD	Total	<b>\$342.40</b>
		Orig First	JOSEPH C	Prin	\$275.00

Reason (150 Chars Max)  Trim to 150

Description + [Click here to display a description of the recall process.](#)

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**Office of State Debt Collection**

Done Internet 11:00 AM